



PLANNING & DEVELOPMENT
SERVICES DEPARTMENT

CITY OF FRISCO

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Memorandum

To: Honorable Mayor and City Council

From: Jeffrey Witt, AICP, Comprehensive & Environmental Administrator

xc: George Purefoy, City Manager
John Lettelleir, AICP, Director of Planning & Development

Date: November 18, 2008

Subject: Consider and act on the adoption of a Resolution authorizing the City Manager to execute a Professional Services Agreement with Freese and Nichols, Inc. for the purpose of preparing a new Comprehensive Zoning Ordinance. (Planning & Development Services)

Action Requested: Consider and act upon a Resolution authorizing the City Manager to execute the Agreement.

Background Information: The City's 2006 Comprehensive Plan identifies updating the Comprehensive Zoning Ordinance as an important short-term priority that should be implemented within the first five years following the adoption of the Plan. The Comprehensive Zoning Ordinance was last updated in 1993. In January of 2008, the Comprehensive Plan Advisory Committee (CPAC) recommended an update of the Comprehensive Zoning Ordinance for the 2008-09 Implementation Priorities. Staff issued a Request for Proposal (RFP) for the project in August 2008 and selected the recommended consultant from those firms that submitted a RFP. Funding was provided for this project in the FY08-09 Budget.

During the course of 2008, the consultant will coordinate with City staff and the public to prepare a Comprehensive Zoning Ordinance that meets the objectives of the 2006 Comprehensive Plan (see the attached Contract).

Board Review/Citizen Input: Not applicable.

Alternatives: The City Council may:

- Adopt the Resolution;
- Table for further discussion; or
- Reject the Resolution and send back to staff with direction.

Financial Considerations: The cost of these services is not to exceed \$160,000. This is in line with the approved budget for this project.

Legal Review: The City Attorney has reviewed the Professional Services Agreement.

Supporting Documents:

- Resolution
- Professional Services Agreement
- Scope of Work

Staff Recommendation: Staff recommends adoption of the resolution.